

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
APRIL 5, 2022**

The Putnam County Regional Planning Commission met on April 5, 2022 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jeff Jones, Jim Martin, David Mattson, Terry Randolph, and Phil Wilbourn. Ted McWilliams and Planning Commission Engineer Patrick Rinks were absent. Also present were Planning Director Kevin Rush, Kaylin Jones, Taylor Dillehay with Whittenburg Surveying, Annette Whittaker, Josh Gentry, Samuel Vandagiff, and Benjamin Armstrong, Jim Herrin with Herald-Citizen and Betsy Scarisbrick with Stonecom.

ITEM 1: CALL TO ORDER AND ROLL CALL.

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE APRIL 5, 2022 AGENDA.

Planning Director Rush stated that there was a discussion item that needed to be added to the agenda as item 8B. Jim Martin moved to approve the agenda for the April 5, 2022 meeting with the addition. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE MARCH 1, 2022.

Dale Moss moved to approve the March 1, 2022 Minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

- **Autumn Woods Preliminary Plat (All Phases)**, Vick Surveying. Conditional preliminary approval 4/7/2020. Phases I & II have been approved for final. Phases III & IV remaining.
- **Mountain Brooke Subdivision Preliminary Plat**, Vick Surveying. Conditional preliminary approval 12/8/2020.
- **Glen Oaks Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 6/1/2021. Phase I was a single lot approved administratively. Phase II remaining.
- **Pippin Estates Preliminary Plat**, Maples Surveying. Conditional preliminary approval 12/7/2021. Phase II remaining.
- **The Cliffs Preliminary Plat**, Goad Surveying. Conditional preliminary approval 12/7/2021.
- **Forsythia Farms Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 3/1/2022.

ITEM 5: OUTSTANDING LETTERS OF CREDIT:

- **Willow Estates**- Jackie Schubert (\$130,000 Money Order, expiring April 25, 2022, for Knox Ln, Jack Dr, Katie Cir, and Sunbright Cir extension) - Final plat approved 10/5/2021
- **Autumn Woods Phase II**- Gene Alred & Ron Brown (two \$125,000 LOCs Expiring October 22, 2022 for Autumn Trail, Winter Haven Drive, Spring Arbor Court, Summer Pointe, \$50,000 Certified Check for Electric) - Final plat approved 11/2/2021.

ITEM 5A: RENEWAL OF WILLOW ESTATES SURETY INSTRUMENT

This surety instrument needs to be renewed by Jackie Schubert. Patrick and I have both talked to him. He plans to have the roads paved but probably will not be completed by April 25. Mr. Schubert talked to the bank, and they will extend that check, he just has to take that one back and they will reissue with a new expiration date. I told him that at the April 5th, 2022, planning commission meeting, I would recommend they give him until the 15th to get a new check. That way we are not in a big rush and have time get the check back to swap out before we had to cash in that one if needed. I will meet him at the bank with the check so that we have possession of

the check the entire time. Mike Atwood moved accept a new surety but require Mr. Schubert to get the surety instrument and meet at our bank to swap it with the one we have in the lockbox by April 15th 2022. Motion was seconded and approved unanimously.

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

A. CHARLES ADAMS DIVISION FINAL PLAT, MAPLES SURVEYING

This plat is to correct an encroachment of a pool built into city property surrounding City Lake in the Eastlake Estates. Property is located at the end of Karen Circle. The city has agreed to sell to 6,403 sq ft to Mr. Adams to remedy the encroachment issue. However, there is an encroachment into the Adams lot by an adjoining property. Issue was resolved by fee simple line adjustment between Adams and adjoining parcel.

B. BLAKE SMITH DIVISION FINAL PLAT, NETHERTON SURVEYING

Combined parcels 016F-A-001.00 and 016F-A-002.00 at the corner of Country Wood Circle and Gainesboro Grade.

C. LINE ADJUSTMENT OF THE JEFF AND HEATHER HUDDLESTON PROPERTY FINAL PLAT, VICK SURVEYING

Adjusted the line between parcels 093-022.05 and 093.2201 on Baxter Road.

D. LOT 1 OF THE WILL AND GRACIE ROBBINS PROPERTY FINAL PLAT, VICK SURVEYING

Created one 0.92-acre lot from parcel 027-047.00 on Hilham Rd.

E. COMBINATION OF LOT 26 AND 26 OF BLOCK 66 CUMBERLAND COVE UNIT 8 FINAL PLAT, VICK SURVEYING

Combined parcels 105-061.00 and 104-426.00 on Sawmill Road in Cumberland Cove.

F. PIPPIN HEIGHTS DIVISION PHASE 1 FINAL PLAT, MAPLES SURVEYING

The approved phase 1 plat had three lots on Blackburn Fork Road. After soils work was completed, lots 1 and 2 were combined. The proposed road from phase II will be between these parcels. From parcel 038-030.00.

G. REDIVISION OF LOT 1 OF BOB LYNN HEIRS FINAL PLAT, WHITTENBURG SURVEYING

Created one 0.69-acre lot from parcel 009-083.06 on Bob Lynn Road.

H. GENE AND WANDA GARNER DIVISION FINAL PLAT, WHITTENBURG SURVEYING

Created one 2.00-acre lot from parcel 093-009.00 on Baxter Road.

I. DF STAGGS DIVISION FINAL PLAT, WHITTENBURG SURVEYING

Divided one 7.70-acre tract on Fox Hill Rd into two 3.85-acre lots, from parcel 116-005.00.

ITEM 8: SUBDIVISION PLATS:

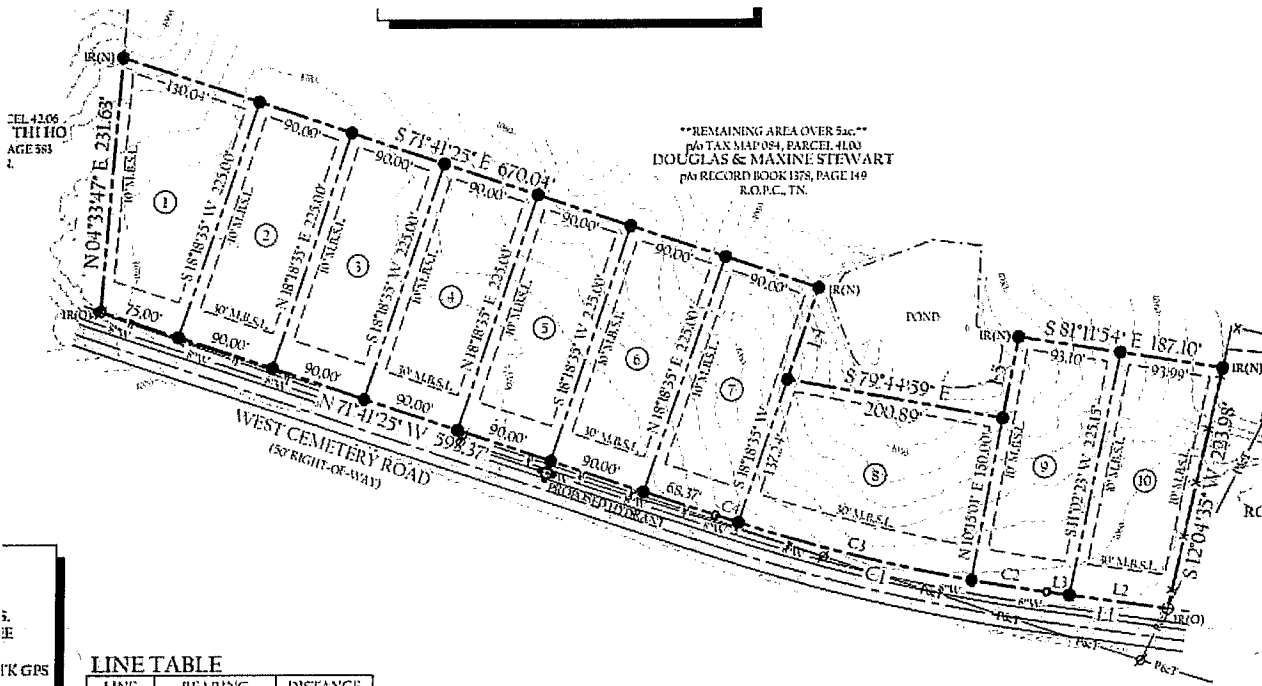
A. HEATHWOOD SOUTH SUBDIVISION PRELIMINARY PLAT, WHITTENBURG SURVEYING

This plat is to create 10 lots (ranging from 0.47 ac to 0.70 ac) on West Cemetery Road from parcel 084-041.00. There will be over 5 acres remaining that is accessed from Heathwood West Dr. One new fire hydrant will be required. There is an existing fire hydrant on this side of West Cemetery Road at the Long Lane intersection, approximately 350 feet to the east. The new Hydrant is proposed to go between lots 5 and 6. Developer is Doug Stewart.

There was much discussion on the access remaining on the acreage. Tax records show the access is still owned by the original developer and is not right-of-way. The original plat shows the access but not as right-of-way. Staff stated that before final plat is submitted the access issue will have to be addressed by the developer. Patrick Rinks emailed the following observations of this subdivision: the fire hydrant has been installed between lots 5 and 6. Recommend existing hydrant to the east near intersection of Long Lane Road be referenced on plat with an approximate distance from east edge of proposed subdivision. Safety of children around the pond could be an issue if the pond is to remain. Not sure if this is a concern for the Planning Commission. Only other issue with this development is possibility that property between this and Heathwood West could be developed later since Doug Stewart reportedly owns both. If possible, recommend Mr. Stewart leave a 50' strip for access to property on north side if ever developed. There is a 50' strip in Heathwood West that might also could be used, but would not recommend that it be the only access. Planning Director Rush stated that he also recommends a 50 strip between West Cemetery and the remainder of the tract for future development access.

Taylor Dillehay stated that Mr. Stewart was currently planning on selling all but 15 acres of the remainder to an adjoining property owner.

Mike Atwood moved to approve the preliminary plat as presented with a recommendation to the developer that a 50' wide strip be left to connect the remainder to West Cemetery Rd. Motion was seconded and approved unanimously.



5.
 BE
 FK GPS
 ATE5
 RTCM

LINE TABLE

LINE	BEARING	DISTANCE
L1	N 82°03'40" W	110.50'
L2	N 62°03'40" W	90.00'

B. DISCUSSION OF 12860 MONTEREY HWY

Before having a property surveyed, Kaylin and Gary Jones wanted to discuss the potential to adjust the line between two non-conforming lots due to the septic field lines of one house being across the property line. They live at 12860 Monterey Hwy and wanted to discuss adjusting the line with 12878 Monterey Hwy due to their septic field lines being across the line. The planning commission stated that while they cannot guarantee any specific outcome, they would consider the revision if platted.

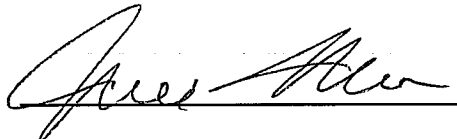


ITEM 9: STAFF REPORTS

- Report from Chairman: None
- Report from Planning Commission Engineer: None
- Report from Planning Director: Planning Director Rush stated that next month there will be a public hearing on a subdivision regulation amendment to modify the signing of plats to allow the planning commission to designate others to sign the certificate of approval for recording.
- Report from other Members: None

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.



Chairman

Date



Secretary

5-10-22

Date